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Annual 47 C.F.R. § 64.2009(e) CPNI Certification

EB Docket 06-36

Annual 64.2009(e) CPNI Certification for 2014 covering the prior calendar year, 2013.

Date filed: 2/28/2014

Name of company(ies) covered by this certification: U.S. TelePacific Corp., Mpower Communications Corp. & Arrival Communications, Inc., all d/b/a TelePacific Communications & Tel West Network Services Corporation, now TelePacific Communications Co.

Form 499 Filer IDs: 819502/817290/803442/825412

Name of signatory: Nancy E. Lubamersky

Title of signatory: Vice President, Public Policy & Strategic Initiatives

Certification:

I, Nancy E. Lubamersky, certify that I am an officer of the company named above, and acting as an agent of the company, that I have personal knowledge that the company has established operating procedures that are adequate to ensure compliance with the Commission's CPNI rules. See 47 C.F.R. § 64.2001 et seq.

Attached to this certification is an accompanying statement explaining how the company's procedures ensure that the company is in compliance with the requirements (including those mandating the adoption of CPNI procedures, training, recordkeeping, and supervisory review) set forth in section 64.2001 et seq. of the Commission's rules. Statement attached.

The company has not taken actions (i.e. proceedings instituted or petitions filed by a company at either state commissions, the court system or the Commission against data brokers) against data brokers in the past year.

The company received three customer complaints in the past year concerning the unauthorized release of CPNI, which is summarized immediately below.

"Incidents" Involving Potential Breach of Sensitive Customer Information:

- After a change of business ownership, an unauthorized person was contacted several times regarding issues on the account. It's not clear what caused the mix-up. The customer complained and TPAC determined that despite the errors, no confidential information was provided and consequently, there was no breach.
- A laptop with a small amount of CPNI on it was stolen from a locked vehicle.
 It was reported per CPNI rules; notice letter was sent to customer. Additional
 CPNI training is being prepared for the technical group to which the employee
 belongs and other similarly situated employees.

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A customer build-out was out-sourced to another carrier and ultimately to a third party vendor. There were two different build-outs in one building and an inexperienced employee of the other carrier passed on the build-out information for both build-outs in one document. When one of the customers asked for additional information, the third party vendor passed on the document containing information on both build-outs. Our customer complained. TelePacific contacted the other carrier, which investigated and upon finding the above circumstances, instituted additional training to cover this situation both for its own employees and for its third party vendors that might handle CPNI.

The company represents and warrants that the above certification is consistent with 47 C.F.R. Sec. 1.17 which requires truthful and accurate statements to the Commission. The company also acknowledges that false statements and misrepresentations to the Commission are punishable under Title 18 of the U.S. Code and may subject it to enforcement action.

Signed

Nancy E. Lubamersky

Vice President, Public Policy

Strategic Initiatives

Supporting Statement re CPNI Procedures --TelePacific Communications companies

- The TelePacific companies ("TelePacific" or "Company") have mandated procedures for verifying that the Call Center, Repair and other customer-facing personnel are providing CPNI only to authorized customers and users.
 - TelePacific instituted strict procedures for matching callers with authorized user information in its databases and for calling out to main telephone numbers to contact authorized users, when needed.
 - TelePacific initially instituted manually-signed customer forms for authorization to use or change customer information, whether by internal customer representatives or on an on-going basis by agents of customers.
 TelePacific has subsequently modified these forms slightly for enhanced efficiency.
 - Forms initially were made available electronically and returnable, signed & on letterhead, by fax, e-mail, or mail. These are now back-up systems.
 - Company subsequently completed the development and implementation of automated e-mail confirmations of all changes to customer account information. More specifically, when talking to an authorized user who desires to update and/or change customer information, a pre-formatted email can be completed & sent to an authorized user, with "voting buttons," to return the e-mail with a confirmation, or denial, of change. These documents are automatically retained in company databases.
 - Company has actively sought updated or expanded information regarding authorized users, when in contact with an authorized user, and now "flags" accounts for which authorized user information has not been confirmed within the past six months.
 - Fraud control procedures provide for investigation of any automated email confirmation which results in a denial of change.
- On-Line Systems: Password-related procedures for TelePacific on-line systems were upgraded to ensure they meet all aspects of the rules.
- When customer online databases are consolidated, customers are required to meet more restrictive password requirements and provide security questions.
- An authorized user is automatically notified of any account changes.
- Training: Extensive, required initial training sessions were held. Additional training sessions have been held on system upgrades such as the automated e-

mails. An explanation of basic CPNI requirements is provided on-line and in various documents, including the Employee Guidebook, a "mini-training" for all new employees, the anti-fraud presentation made to all new sales personnel, as well as periodic CPNI awareness "Flashes," for example, when issues arise that merit special attention.

- Company has expanded and up-graded its training programs with the intent of assuring in depth and detailed new hire training for customer-facing personnel. These and other materials are also available on the TelePacific intranet so employees can refresh their recollection or find answers to CPNI questions at any time.
- Marketing: Company has long had required policies and procedures regarding use of CPNI for marketing, including supervisory review and record retention.
- Breach Procedures: Breach prevention and response procedures were reviewed for completeness & effectiveness and company has established more detailed procedures for meeting any potential breach more quickly and efficiently.
- Company also developed procedures to allow for automated database retention and automated searches for reported breach-related information.
- Security Upgrade Efforts: TelePacific has evaluated the best means of providing secure/encrypted laptops to employees. A limited number of full encryption laptops have been provided to date and IT is continuing to study and evaluate the most efficient and cost effective means of assuring that most employees, particularly those who tend to take their laptops out of the office, will have secure laptops within a reasonable period of time.
- Oversight & Review: In addition, to assure that all customer confidential information is protected, whether it is voice or data information, company instituted an oversight and development committee to review procedures regarding processes related to protecting customer confidential information and to see that those processes are upgraded periodically as appropriate.